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August 14, 1943

LIBRARY CIRCULAR NO. 9

Legislative Reference Work

Budget and Finance Circular 483, dated October 8, 1941, announced an arrangement whereby the Legislative Reports and Service Section, of the Office of Budget and Finance, has been responsible for handling current-Congress legislative-reference work, while the Department Library has performed a historical reference service for past Congresses. The current-Congress work has been performed in the Office of Budget and Finance largely because of the day to day requirements in connection with the functions of that Office relating to the clearance of legislative reports with the Budget Bureau, etc., as described in Budget and Finance Circular 528, and the financing of the Department's programs.

In order to provide for more efficient service through correlation of these two types of legislative reference work, the Library and the Office of Budget and Finance, while retaining responsibility for their respective spheres, as above described, have arranged to provide this historical reference service jointly by assignment of a member of the Library staff to work closely with the Legislative Reports and Service Section of the Office of Budget and Finance, under the general supervision of the Chief of that Section.

This service can be obtained by personal visit or letter to the Legislative Reports and Service Section of the Office of Budget and Finance, Room 112, Administration Building, or by telephoning Ext. 4654.

JUN 27 1957 *

Ralph R. Shaw, The Librarian

Concurred in:

W. A. Jump,

Director of Finance

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